



City of Seat Pleasant

Office of the City Administrator

A CITY OF EXCELLENCE SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”

Department Name ADMINISTRATION

Date of Report December 29, 2016 Reporting Period November 15, 2016- December 29, 2016

Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

- Presented a report (see attached) at the Community Conversations Meeting on December 15, 2016 to dispel myths with regard to the Safeway Store Closing at Addison Plaza. The staff was invited to join the discussion as a panelist to discuss issues and make recommendations of potential legislation that could support municipalities with regard to commercial entities that seek to obtain Use and Occupancy permits from the Department of Permits, Inspections and Enforcement (DPIE).
- Secured no charges for faulty installation of furniture for new staff and returned same to manufacturer.
- Currently in communication with Verizon for a vendor meeting to determine the issues with services and apparent over-billing.
- Made some revisions to policy on receipt and use of all electronic device by elected and appointed officials.
- Revised invoices to owners of vacant lots that the City has maintained. Research from Code Enforcement identified two additional property owners that have been billed including the State of Maryland, M-NCPPC, Prince George's County and the Board of Education.

Analyze department improvements that are needed and/or achieved based on the Smart City model.

Significant support may be realized as a result of the presentation to the Governors Secretary concerning the vision for the City's economic development. The potential for funding from the Neighborhood Revitalization Program, the Governor's Office of Crime Control and Prevention and other state and county programs was evident as a result of the SMART City team approach.

Made recommendations for department website pages.

Indicate problems identified, barriers encountered and solutions reached.

Verizon and ADTRAN (land line phone system) problems which have been on-going.

Identify goals for the next reporting period.

Status, Management, Activities, reports, and Tasks (S.M.A.R.T.) update report to the City Council
Research and submit supporting documentation for the Mayor's State of the City Address.

Examples of Goals

Goal _____% reduction in household consumable waste (based on statistics from refuse contractor)

Goal _____% increase in recyclables (based on statistics from refuse contractor)

Goal _____% increase in green initiatives (e.g., number of shredding events, trees planted, electric cars purchased/used, number of bags/pounds of leaves mulched, implementation of rain gardens, etc.)

Goal _____% increase in educational/promotional/marketing events for residents re green initiatives (e.g., newsletter articles re composting trainings, use of rain barrels, etc.)

Supporting Documentation: Source: Office of the City Treasurer

Revenue

Line Item _____

FY____ Budget (Previous Year)	FY ____Budget (Current Year)	FY ____Actual (Current Year)

Expenditures

Line Item _____

FY_____ Budget (Previous Year)	FY _____Budget (Current Year)	FY _____Actual (Current Year)

Attachments: Photos, Newsletter articles, City of Seat Pleasant Green Team, etc.

(1) Community Conversations Talking Points (text only).